



Advisory Circular

Subject: Aviation Maintenance Technician Awards Program

Date: 2/7/07

AC No: 65-25D

Initiated by: AFS-300

1. PURPOSE. This advisory circular (AC) states the participation requirements for the Federal Aviation Administration (FAA) Aviation Maintenance Technician (AMT) Awards Program. This revision to the AC provides instructions for the online application process beginning in January 2008.

2. EFFECTIVE DATE. The effective date is February 7, 2007.

3. CANCELLATION. AC 65-25C, Aviation Maintenance Technician Awards Program, dated September 28, 2006, is canceled.

4. DEFINITIONS.

a. Calendar Year. The period of time from January 1 through December 31. All training must be earned within that calendar year to be eligible for an AMT award.

b. FAA Training Seminar. A seminar of at least 50 minutes constitutes 1 training hour. The seminar must cover FAA maintenance or airworthiness regulations and related policy and be conducted by FAA personnel or by persons acceptable to the FAA. Persons acceptable to the FAA are: properly trained and current FAA aviation safety inspectors (ASIs), FAA Safety Team (FAASafetyTeam) Program Manager, mechanics with Inspection Authorizations (IA), and Title 14 of the Code of Federal Regulations (14 CFR) part 147 instructors. FAA training seminars lasting at least 50 minutes may be combined to meet the 2-hour requirement of the desired award. FAA courses on regulations and policies that exceed 2 hours are considered credible training for all awards.

c. Aviation Industry Maintenance Training Seminar. A formal meeting or block of technical training, lasting at least 50 minutes, constitutes 1 hour of training. Several industry training seminars or human factors symposia, may be combined to meet the total hour requirement of the desired award. Training can be conducted by the manufacturer or its representative, or by an air carrier/repair station training department as long as the information is technical, safety-related, regulatory in nature, or pertains to maintenance human factors. Industry seminars cannot contain commercial endorsements or serve as an advertisement for a particular product or service. Any FAA-accepted IA course can be counted toward an AMT award.

d. On-the-Job Training. This aviation maintenance training may be conducted at any time by a person in the industry who is qualified and authorized by the FAA or by a qualified and FAA-certificated individual. This training may be informal or formal and may last for any length of time, but must be recorded in 1-hour blocks. The training may cover any maintenance subject that may be necessary or of interest to the maintenance technician. A copy of the employee's training record, showing on-the-job training (OJT) in hours for that calendar year and the name of the instructor or repairman who provided the training, will be submitted. The individual providing the OJT may also receive credit for the training hours.

e. College-Level Course. A course of instruction on one subject constituting at least 3-credit hours or 40 classroom hours from a nationally accredited college, university, or a vocational/technical school approved by a higher educational accreditation organization. Correspondence and Internet courses are acceptable. Examples of acceptable college courses are mathematics, English, science, aviation safety, human factors, career-related courses or quality control courses.

f. Evidence That Training Was Received. This requires submitting one of the following items:

(1) The actual or photocopy of the record of attendance, graduation certificate, or certificate of completion for a maintenance seminar, which shows the date, location, instructor, hours of instruction, and subjects covered;

(2) A dated record of attendance or class roster signed by the instructor, which shows the subjects covered and total course hours; or

(3) A dated copy of an employee's training record signed by a company official.

g. Maintenance Human Factors Training. Human factors training is acceptable to use toward the AMT Awards Program. To standardize maintenance human factors training nationwide, each course must be reviewed by the FAA. Course providers may apply for FAA-acceptance by sending a copy of the course material along with any media used during the training to a FAAS team representative or FAA Headquarters, Flight Standards Service, Aircraft Maintenance Division (AFS-300). Upon review and acceptance of the course, the FAA will provide a letter of acceptance to the submitter.

5. BACKGROUND. In October 1991, AFS-300 determined there was a need for an incentive program to encourage AMT employees and employers to participate aggressively in available initial and recurrent maintenance training/courses. Through the AMT Awards Program, the FAA recognizes eligible technicians and employers by issuing awards to those who receive or promote and foster initial and recurrent training.

a. This highly successful awards program became effective on October 1, 1992, and was the first nationwide FAA-supported awards program for AMTs and employers. The program has issued an average of over 20,000 awards each year.

b. This program provides maintenance technicians with incentives to improve safety by actively participating in initial and recurring training programs on their own initiative or in training programs subsidized by their employer.

c. The FAA is aware that the employer bears the short-term loss of employee productivity and other costs associated with training. To increase the incentive for management to fund training under the award program, the FAA recognizes employers who take a proactive role in training their technical workforce.

d. The award for technicians is an FAA Certificate of Training. The award for employers is a Certificate of Excellence. Application for an individual or company award may be made in one of three ways. First, beginning January 1, 2008, the applicant may complete the AMT Awards Program application online at www.faasafety.gov. Second, the applicant may contact the nearest FAA field office to make an appointment with the FAASTeam Airworthiness Program Manager assigned to that area. Third, the applicant may mail his/her application and required documents to the nearest Flight Standards District Office (FSDO), certificate management office (CMO), or International Field Office (IFO), which will then forward the information to the responsible FAASTeam Airworthiness Program Manager. The responsible FAASTeam Airworthiness Program Manager will oversee issuing the certificates to eligible technicians and employers. The FAA strongly encourages the use of the first option above. Note that the use of the second or third option above could result in delays in processing the application. Beginning January 1, 2009, online applications will be the only accepted method for processing applications.

6. HISTORY OF THE AMT LOGO.

a. The AMT Awards Program logo was 1 of 11 designs submitted by AMTs in response to an article in Aviation Equipment Magazine in September 1990. Over 300 technicians who attended maintenance seminars in Lafayette, Louisiana; Pittsburgh, Pennsylvania; and Trenton, New Jersey, were asked to choose the best logo from the 11 designs submitted. The winning logo was chosen for the following reasons:

b. The AMT Awards Program logo's hexagonal shape resembles standard Army/Navy hardware. The hexagon design symbolizes strength in maintaining a common standard of integrity and trust.

c. The two perfect circles within the hexagon symbolize the continuing cycle of maintenance and inspection, which must be unbroken and perfect today and every day to ensure continued airworthiness and aviation safety.

d. The formula, knowledge + professionalism = safety, represents not only the aviation maintenance industry's commitment to maintaining the aircraft entrusted to its care, but also serves as a personal commitment as well.

e. The two aircraft located in the center of the logo represent the 1903 Wright Flyer superimposed over the proposed space plane. The Wright Flyer represents the maintenance community's proud past because the Wright brothers' mechanic, Mr. Charles Edward Taylor, performed an important and necessary role from the beginning of aviation. Not only was he the

first aircraft mechanic, he also designed and built the engine for the 1903 Wright brothers' Flyer. The space plane, with its technological advancements and low orbit capability, represents the bright future of the maintenance profession.

f. The aviation maintenance community and the FAA believe that the AMT Awards Program logo symbolizes the best of what the aviation maintenance industry has to offer. It will take hard work to earn it, and should be worn with pride.

7. AMT AWARDS PROGRAM OVERVIEW.

a. Technicians and employers are eligible for AMT awards. The technician's award will be an FAA Certificate of Training and for the first achievement at each level, a lapel pin for the award received.

b. The technician award phases include:

- (1) Phase I, Bronze Award.
- (2) Phase II, Silver Award.
- (3) Phase III, Gold Award.
- (4) Phase IV, Ruby Award.
- (5) Phase V, Diamond Award.

c. The employer awards include:

- (1) Gold Certificate of Excellence.
- (2) Diamond Certificate of Excellence.
- (3) Five-year special recognition plaque.

d. The program is designed so that the requirements for each successive phase are more demanding than the requirements for the preceding one, justifying the added prestige for the higher award. To be eligible for an award, an applicant must complete all of the requirements for the award within the current calendar year. A technician or employer who qualifies may receive only one of the awards during any given year.

e. The program is designed to be flexible. Technicians and employers are not required to complete a lower award phase before earning the next higher phase. For example, a technician who qualifies for the Diamond Award during his or her first year in the program would be issued the Phase V Diamond Award. Likewise, an employer who completes 100 percent training would receive a Diamond Certificate of Excellence.

f. The FAA encourages all eligible technicians and employers to participate in the awards program each year. Continuous participation in the FAA AMT Awards Program for regulatory

and airworthiness training will reinforce and promote/foster a high level of professionalism and safety within the industry.

8. AMT (INDIVIDUAL) AWARD ELIGIBILITY. The following individuals are eligible for the AMT's award:

a. An FAA-certificated mechanic or repairman employed in general aviation, repair station, or air carrier maintenance, and working on (U.S.-registered) aircraft or component parts for 14 CFR part 91, 121, 125, 127, 129, 133, 135, 137, 141, or 145 entities.

b. A student in an FAA-certificated part 147 Aviation Maintenance Technician School who is maintaining a course average grade of "C" or better. The student must receive training required by this award program, outside of his or her regular part 147 school curriculum. Part 147 school instructors are eligible for the Certificate of Training awards if the instruction given or received was outside of their part 147 instruction duties.

c. An apprentice mechanic working full-time or part-time performing aircraft maintenance under an FAA-certificated mechanic or repairman is also eligible to receive an award.

d. Certificated and noncertificated mechanics and technicians are eligible if they are actively working (see 14 CFR part 65, section 65.83) on U.S.-registered aircraft or component parts for 14 CFR part 91, 121, 125, 127, 129, 133, 135, 137, 141, or 145 entities. For example, an avionics, instrument, or propeller technician working for a part 145 repair station is eligible. Noncertificated persons who work for a certificated organization under one of the above referenced 14 CFR parts should submit an employer's verification of employment and a list of aircraft or appliances worked on.

9. AMT (INDIVIDUAL) AWARD REQUIREMENTS. All phases require that individuals attend a minimum of 2 hours of training on FAA regulations and policy; and

a. Phase I. Bronze (total training=8 hours): Satisfactorily complete 6 hours of aviation industry maintenance training.

b. Phase II. Silver (total training=16 hours): Satisfactorily complete 14 hours of aviation industry maintenance training.

c. Phase III. Gold (total training=36 hours): Satisfactorily complete 34 hours of aviation industry maintenance training.

d. Phase IV. Ruby (total training=60 hours): Satisfactorily complete one of the following.

(1) A 10-day industry aviation industry maintenance course;

(2) Fifty-eight hours of aviation industry maintenance training (the 58 hours do not need to be consecutive); or

(3) Teach at least 15 hours of aviation industry maintenance training to mechanics and/or technicians.

e. **Phase V. Diamond** (total training=100 hours): Satisfactorily complete a college-level course of 3-credit hours or 40 classroom hours in mathematics, English, science, safety, human factors, management subjects, or similar career-related maintenance courses; and satisfactorily complete one of the following:

- (1) A 10-day aviation industry maintenance course;
- (2) Fifty-eight hours of aviation industry maintenance training (the 58 hours do not need to be consecutive); or
- (3) Teach at least 15 hours of aviation industry maintenance training to mechanics and/or technicians.

10. EMPLOYER ELIGIBILITY. To be eligible for the employer's award, the employer must:

- a. Be involved full-time in the business of maintaining or repairing aircraft and/or their component parts and appliances, or manage an FAA-certificated part 147 school; and
- b. Employ at least three full-time technicians.

11. EMPLOYER AWARDS REQUIREMENTS.

a. **Gold Certificate of Excellence.** A maintenance organization with 50 percent participation (percentage not to be mentioned on the certificate) will receive special recognition in the form of a Gold Certificate of Excellence. Upon determining that the employer is eligible, the FAASTeam Airworthiness Program Manager with responsibility for the particular area will issue the Gold Certificate of Excellence.

b. **Diamond Certificate of Excellence.** A maintenance organization with 100 percent participation will receive a Diamond Certificate of Excellence. Upon determining that the employer is eligible, the FAASTeam Airworthiness Program Manager with responsibility for the particular geographic area will issue the Diamond Certificate of Excellence.

c. **Special Recognition Plaque.** A maintenance organization that meets the requirements of paragraph 11a or b for 5 consecutive years will receive a special recognition plaque. For each additional 5 consecutive years, the FAA will award an updated plaque. Upon determining that the employer is eligible, the FAASTeam Airworthiness Program Manager with responsibility for the geographic area where the employer is based will forward the completed application package to the National FAASTeam Deputy Manager, who will issue the award.

12. APPLYING FOR THE AWARD.

a. **Technician.** Any time during a calendar year, or up to 30 days thereafter, any eligible individual may apply for any of the awards by submitting his/her application (located in Appendix 1) with the supporting documentation to the nearest FAA field office, the FAASTeam Airworthiness Program Manager for the geographic area, or by making application online at

www.faasafety.gov. The applicant must be able to offer proof of where the training was received, who provided the training, the length of the training in hours, and the date of the training. To be eligible for an award, all training must have taken place within the calendar year. The following items should be submitted with the application:

- (1) A photocopy of the individual's FAA mechanic or repairman certificate;
- (2) A statement from an FAA-approved part 147 school certifying that the student is maintaining at least a "C" average;
- (3) For an apprentice mechanic or technician, a certificate from the supervising certificated mechanic or repairman listing aircraft or appliances worked on;
- (4) A statement from an FAA-approved part 147 school certifying that the individual is an instructor at that school; or
- (5) A statement from a part 91, 121, 125, 127, 129, 133, 135, 137, 141, or 145 operator/agency certifying that the individual is employed by that entity in maintaining aircraft or related appliances. When applying for the award, noncertificated persons should submit a letter describing the aircraft and accessories worked on and employer's verification of employment along with the application for the award.

NOTE: All award training requirements must be met before a certificate is issued. This includes the required minimum of 2 hours of training in regulations or regulation policy, as well as the aviation industry maintenance training.

b. Employer. At any time during the calendar year, an eligible employer may apply using the application (located in Appendix 2) for any Certificate of Excellence award. The application is available online at www.faasafety.gov or may be submitted directly to the local FSDO, CMO, or IFO, which will forward the application to the local FAAS Team Program Manager (Airworthiness) for processing. The employer's application should state the award requested, and include the following information:

- (1) A statement that the employer employs technicians engaged full-time in the repair of aircraft, or aircraft appliances and parts, and that at least three technicians are working full-time.
- (2) Photocopies of each employee's FAA AMT Certificate of Training for the applicable calendar year.
- (3) Employers requesting the Special Recognition Certificates or Plaques should notify their FAAS Team Airworthiness Program Manager for the geographic area, in writing, of their eligibility and submit the documents with the application in accordance with paragraph 11a, 11b, or 11c.

NOTE: Allow at least 30 working days for FAA personnel to process each award request. Submitted material will not be returned.

13. OVERVIEW OF THE AWARDS CONTEST. The awards contest is industry-developed and administered by the AMT Safety Awards Program FAA/Industry Steering Committee. The awards contest is held annually on or before March 31st, in which AMT applicant names are drawn at random for the prize(s) that are offered. The purpose of the awards contest is to encourage participation in the FAA's AMT program by providing industry-provided prizes as an incentive for maintenance personnel and their employers to participate in voluntary maintenance training.

14. HOW THE AMT AWARDS CONTEST IS MANAGED. FAA responsibility in the awards contest is limited to forwarding the applications to the AMT Safety Awards Program FAA/Industry Steering Committee. The FAA is not permitted to solicit prizes or funding for this event. Once the application for an AMT award is received by the FAASTeam Airworthiness Program Manager and entered into the FAA's Program Tracking and Reporting Subsystem, the application is sent to the chairman of the AMT Safety Awards Program FAA/Industry Steering Committee, on or before February 15th. The National FAASTeam Deputy Manager is responsible to inform all FAASTeam Managers of the current name and address of the chairman of the AMT Safety Awards Program FAA/Industry Steering Committee.

15. HOW TO OBTAIN THIS AC. Copies of this AC can be found at <http://www.airweb.faa.gov/rgl>.

16. CONTACT. For additional information or suggestions, please contact the Federal Aviation Administration, Flight Standards Service, Aircraft Maintenance Division, AFS-300, ATTN: Aviation Maintenance Technician Awards Program, 800 Independence Ave., SW., Washington, DC 20591, or at (202) 267-3546.

ORIGINAL SIGNED by
Roger Forshee for

James J. Ballough
Director, Flight Standards Service

APPENDIX 1. REQUIRED FORMAT
AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM
TECHNICIAN AWARD APPLICATION

(This form may be duplicated)

(To be sent to the local FSDO, CMO, IFO, or FAASTeam Airworthiness Program Manager)

AMT APPLICATION FORM

Applicant's Name: _____ Award Applied For: _____

Applicant's Home Address: _____

Home Phone # (Optional): _____ Work Phone #: _____

Employer/School: _____

Employer's/School's Address: _____

FSDO: _____ Tie tack/pin: Yes _____ No _____

(Please submit evidence of training with this application.)

AMT APPLICATION FORM

Applicant's Name: _____ Award Applied For: _____

Applicant's Home Address: _____

Home Phone # (Optional): _____ Work Phone #: _____

Employer/School: _____

Employer's/School's Address: _____

FSDO: _____

(Please submit evidence of training with this application.)

APPENDIX 2. AIRCRAFT MAINTENANCE TECHNICIAN AWARDS PROGRAM
EMPLOYER AWARD APPLICATION

(This form may be duplicated.)

(To be sent to the local FSDO, CMO, or IFO, which will forward to the FAAS Team
Airworthiness Program Manager responsible for the area)

Company Name: _____

Address: _____

Telephone Number: _____ Date: _____

☐ Gold Certificate of Excellence

☐ Diamond Certificate of Excellence

☐ Five-year Special Recognition Plaque

I certify that the information contained in this application is true.

Authorized company official submitting this application.

NAME

TITLE

SIGNATURE

DATE

NOTE: Upon determining that the employer is eligible, the local FSDO, CMO, IFO, or FAAS Team Airworthiness Program Manager will process the application and issue the Gold or Diamond Certificate of Excellence and/or forward the Employer Application for the Five Year Recognition to the Deputy National FAAS Team Manager, ATTN: AFS-8A, 800 Independence Ave., SW, Washington, DC 20591, who will issue the Five Year Special Recognition award.